

October 30, 2003



180 West State Street
Post Office Box 1211
Trenton, NJ 08607-1211
Phone 609-599-4561
Facsimile 609-392-6321
www.njea.org

The Honorable Julio M. Fuentes
Judge of the U.S. Court of Appeals
Martin Luther King, Jr.
Federal Building & U.S. Courthouse
50 Walnut Street, Room 5032
Newark, NJ 07102

Dear Judge Fuentes:

Congratulations and thank you for agreeing to accept your Award for Excellence at the Recognition Dinner on Thursday, November 6, 2003 at 6:30 p.m. in the Borgata Hotel Ballroom in Atlantic City. Also at the dinner will be NJEA's Affiliate Presidents, Delegate Assembly and Executive Committee members, NJEA Directors and Officers.

Enclosed is information you will find useful as you prepare for your trip.

Seating has been reserved for you and your wife and your ticket is enclosed for entrance to the dinner. Kathy Cheeseman, a member of the NJEA Convention Committee, will be your host during your stay in Atlantic City. Kathy will sit at your table and escort you to the podium when you are called to accept your award.

During dinner, an NJEA Officer will approach the podium and begin the evening's introductions and presentations. When asked, your host will escort you to the podium for the presentation of your award. You are invited to address the room for a few moments at this time then you will be escorted back to your seat.

You will meet several people during your visit; some of whom may be:

Edithe Fulton, NJEA President

Wanda Bowman, Executive
Producer, "Classroom Close-Up, NJ"

Joyce Powell, NJEA Vice-President

Barbara Keshishian, NJEA
Secretary-Treasurer

Christina Farrell, assistant to
Wanda Bowman

Robert Bonazzi, NJEA Executive
Director

Judy Basa, Associate Director,
Professional Development &
Instructional Issues

Annalisa Russell, Administrative
Assistant, Convention Services

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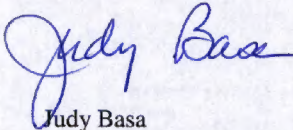
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Enclosed is an expense voucher; please retain and itemize all receipts and return by the November 30 deadline to NJEA for reimbursement.

If you have any questions prior to or during your stay in Atlantic City, please feel free to contact me, or my associate, Cindy Vannauker, by calling NJEA at 609-599-4561.

Thank you and congratulations.

Sincerely,

A handwritten signature in blue ink that reads "Judy Basa". The signature is fluid and cursive, with the first name "Judy" and last name "Basa" clearly distinguishable.

Judy Basa
Convention Coordinator
Professional Development & Instructional Issues

JB/cav

Enclosures

Cc: Annalisa Russell
Kathy Cheeseman